

CHAPTER 11

DEVELOPMENT APPLICATION REQUIREMENTS

Section 11.010.	Concept Plan – Applicability.
Section 11.020.	Concept Plan Approval Process
Section 11.030.	Consideration and Effect of Concept Plan.
Section 11.040.	Concept Plan Requirements.
Section 11.050.	Single Lot Building Permits Outside a Recorded Subdivision.
Section 11.060.	Two (2) Lot Subdivision with an Existing Home.
Section 11.070.	Application Requirements for Preliminary Subdivision Plats.
Section 11.080.	Preliminary Plat Approval Process
Section 11.090.	Lack of Preliminary Subdivision Application Information.
Section 11.100.	Effect of Preliminary Subdivision Plat Approval.
Section 11.110.	Effective Period of Preliminary Plat Approval.
Section 11.120.	Application Requirements for Final Subdivision Plat.
Section 11.130.	Revisions
Section 11.140.	Final Plat Approval Process
Section 11.150.	Plat Materials; Size and Copies.
Section 11.160.	Multiple Sheets and Plat Accuracy.
Section 11.170.	Nature and Effect of Final Subdivision Plat.
Section 11.180.	Effective Period of Final Subdivision Plat Approval.
Section 11.190.	Recording the Approved Final Subdivision Plat.
Section 11.200.	Proceeding with Subdivision Construction.
Section 11.210.	As-Built Drawings.
Section 11.220.	Completion Assurance and Improvement Warranty.
Section 11.230.	Site Plan Approval Required.
Section 11.240.	Application Requirements for Site Plans.
Section 11.250.	Site Plan Approval Process
Section 11.260.	Lack of Site Plan Information.
Section 11.270.	Multiple Sheets and Plat Accuracy.
Section 11.280.	Nature and Effect of Site Plan Approval
Section 11.290.	Effective Period of Site Plan approval.
Section 11.300.	Proceeding with Construction.
Section 11.310.	As-Built Drawings.
Section 11.320.	Guarantees and Bonds.
Section 11.330.	Condominium Plats.
Section 11.340.	Amendment to Recorded Plats.
Section 11.350.	Plat Amendments and Recordation.
Section 11.360.	Lot Line Adjustments.
Section 11.370.	Vacation of a Public Street

Section 11.010. Concept Plan - Applicability.

(Amended 08/13/02)

To promote efficiency in the approval process, to create an opportunity for an understanding of the applicable public policies, to promote an understanding of the development issues and development approval process, and to allow applicants to present their initial development proposals, the applicant may present, and the City may require the applicant to provide a Concept plan.

The Concept Plan gives the applicant, staff, Planning Commission and City Council an opportunity to discuss the project in the conceptual stage. The applicant can use the Concept Plan meetings to receive direction on project layout as well as discuss the procedure for approval, the specifications and requirements that may be required for layout of streets, drainage, water, sewerage, fire protection, and similar matters prior to the preparation of a more detailed preliminary subdivision plat.

Section 11.020. Concept Plan Approval Process.

(New 08/13/02; Amended 02/10/15)

The approval process for a Concept Plan varies depending upon the type of project, as per the following:

A. PRDs, PUDs, Planned Communities, TODs, and other processes requiring a Concept Plan. Following review of a Concept Plan by the Reviewing Departments, the Planning Commission may recommend approval, approval with conditions or denial of the Concept Plan. The City Council, following review of the Concept Plan and the Planning Commission's recommendations may approve, amend and approve, approve with conditions, remand the application back to the Planning Commission for further discussion, or deny approval of the Concept Plan.

B. Site Plans, Subdivisions (without PRD or PUD overlay), and other processes that do not require a Concept Plan. Although these processes do not require a Concept Plan, the approval process follow the approval process that is required by subsequent project approvals.

The Reviewing Departments, Planning Commission and/or City Council may advise the applicant of specific changes or additions, if any, they will require ~~in the layout~~ as a prerequisite to subsequent project approvals.

Section 11.030. Consideration and Effect of Concept Plan.

(Amended 08/13/02; 02/10/15)

Approval of a Concept Plan indicates the general trend of a development and may be used as a guide for preparing the Preliminary Plat or Site Plan. The subsequent submittals may refine and/or alter the Concept Plan based on changed circumstances, hearing input, compliance with City, State or other codes, infrastructure requirements, technical data, and interactions with adjacent properties and roads. Substantial deviations from the approved Concept Plan may require a new Concept review by the Reviewing Departments, Plan-

ning Commission and City Council.

The Concept plan is an informal discussion document designed to allow the identification of City policies, development issues, application procedures, development standards, requirements of this Code and other items that may be considered in the review and approval processes of the City once a formal development application is received. The Concept plan shall not constitute a development permit.

Section 11.040. Concept Plan Requirements.

(Amended 08/13/02)

To achieve these objectives, and to promote the identification of all items necessary for consideration by the applicant the following submission requirements are identified.

- C. Overall layout and locations of uses including potential civic/religious uses.
- D. Proposed density/intensity of uses and a description of amenities if a density bonus is proposed.
- E. Proposed site-planning standards including architecture and materials of buildings.
- F. Park areas, open space areas, trails and other community amenities.
- G. Proposed landscaping, buffering, and transition-ing treatments.
- H. Location of any critical lands.
- I. Any other item(s) deemed necessary to evaluate the merits of the proposed PRD by the Staff, Planning Commission and/or City Council.

Section 11.050. Single Lot Building Permits Outside a Recorded Subdivision. *(Amended 02/13/01)*

Applications for single lot developments outside a recorded subdivision are exempt from the regular subdivision review and approval process but must, as a minimum, meet the requirements of Table 12-060 and the following requirements prior to the issuance of a building permit.

- 1. Comply with the development requirements of the zoning district in which the property is located.
- 2. Provide a copy of the deed conveying the property to the current owner.

- 3. Post a 120% cash bond for the estimated cost, as determined by the City Engineer, of all public and private improvements as required herein. Interim draws for payment of improvements may be arranged.

The City's Chief Building Official shall be the designated review and approval authority for all matters concerning single lot development. Upon request of the owner, the City Council may modify the public improvement requirements of Table 12-060 in cases where such requirements present exceptionally difficult design problems or where such improvements are not in the best interest of the City.

Section 11.060. Two (2) Lot Subdivision with an Existing Home. *(Amended 5/22/01; 04/09/02; 08/13/02; 11/18/03; 03/27/07; 04/27/10; 07/10/12)*

A. Two (2) Lot Subdivision Criteria. For the purposes of this section a two (2) lot subdivision is defined as a subdivision which includes an existing home (at least five (5) years old) and where both lots can meet the criteria outlined under the "Urban" category of Table 12-060 and are in compliance with all other development requirements and standards with the following exceptions:

- 1. The lot with an existing home shall be exempt from the curb and sidewalk improvements. However, this exemption does not apply to a 2 lot subdivision with a flag lot.
- 2. Both lots shall be exempt from the Right to Farm mitigation requirements specified in Section 18.020 of this Code, including the agricultural no climb fence.
- 3. In determining whether connection to the City sewer and water systems are required, the additional 150 feet (sewer) in Note 1 and the additional 250 feet (water) in note 3 of Table 12-060 shall not apply for the lot with an existing home.

B. General Requirements. The subdivision plat shall be prepared by a land surveyor licensed to practice in the State of Utah. All engineering and/or surveying documents submitted for City review shall be stamped by said civil engineer or land surveyor in accordance with the procedures of the Utah State Board for Professional Registration. The plat shall be of such size and material as is acceptable for filing in the office of the Utah County Recorder, but shall not be less than twenty-four by thirty-six (24 x 36) inches. The appli-

cant shall submit seven thirty-six by twenty-four (36 x 24) inch copies, three (3) eleven by seventeen (11 x 17) inch reproducible copy, and one electronic copy in PDF format of the proposed final plat and any necessary construction drawings. Following Planning Commission approval of the subdivision, a reproducible Mylar copy of the Final Plat shall also be provided for recording which has been endorsed by each person having a security interest in the subdivision.

C. Features to be shown on the Final Plat. The Final Plat shall show, at a minimum, the following information. The applicant may be required to provide other information required by the Reviewing Departments, Planning Commission or Chief Building Official necessary to evaluate the merits of the proposed plat:

1. A title block which contains the following:
 - (a) Name of the subdivision.
 - (b) Type of development (residential).
 - (c) Surveyor's certificate that has been signed and dated, showing the name and registration number of the surveyor responsible for making the survey.
 - (d) A legal description of the subdivision boundaries that includes the quarter-quarter section, section, township, range, principal median and the County of its location.
 - (e) The owner's dedication that includes the dedication of all public ways or spaces. The owner's dedication shall be signed by every person having a security interest in the subdivision property, dated, and notarized.
 - (f) Signature block for the dated signatures of the Chief Building Official, City Engineer, and Notary Public's acknowledgment.
2. North point and scale.
3. A vicinity map.
4. The exterior boundaries of the platted areas giving lengths and bearings of the boundary lines.
5. Location of existing and proposed easements including any required easements for water, sewer, drainage or irrigation, and a ten (10) foot public utility easement shown along front lot lines and any rear lot lines adjacent to a public right of way or as otherwise required by the City in order to accommodate necessary public utilities.
6. Indication of lot areas (square feet).

7. Lot addresses for the new lot (as obtained from the Lehi City Building Official) and the existing home.

8. Location, names, and zoning of adjacent properties/property owners and platted subdivisions.

9. An indication of the zoning on the property being subdivided.

10. Location of the existing home and any other buildings within the proposed subdivision that are to remain.

11. All existing and proposed monuments including, property corners, and other points established in the field.

12. A notation of the distance (shown as a dimension and note on the plat) from the centerline of each existing road right-of-way (centerline of existing asphalt) to the new property line of the subdivision.

13. If the proposed subdivision is adjacent to or in close proximity to an existing agricultural area or activity, the following note regarding the Right to Farm must be added to the Plat:

"This area is subject to the normal everyday sounds, odors, sights, equipment, facilities, and all other aspects associated with an agricultural lifestyle. Future residents should also recognize the risks inherent with livestock."

D. Construction Drawings. Construction/plan & profile drawings of all required public improvements consistent with Lehi City Design Standards and Public Improvement Specifications shall be provided with the subdivision plat. Construction drawings must be stamped by an engineer or land surveyor in accordance with the procedures of the Utah State Board for Professional Registration. Construction drawings shall include:

1. Plan and profile of the curb and sidewalk with the street width, name, and cross-section.
2. Plan and profile of sewer line extensions with manholes, line sizes and beginning elevation (tied to U.S.G.S. benchmark).
3. Plan and profile plans for surface water,

storm water, irrigation water and ground water culverts and drainage channels with pipe sizes, types.

4. Location of fire hydrants, valves, and blowoffs.

5. Location of existing and proposed water and sewer service laterals.

E. Additional Required Information. In addition to the information required on the preliminary and final plats, the applicant shall provide the following:

1. A copy of the deed conveying property to current owner.

2. Drainage system calculations and an explanatory narrative stamped and signed by a licensed engineer (For detention/retention areas, submit calculations to justify sizing based on 100 year design storm).

3. A written statement from the appropriate agency (such as irrigation companies, private land owners, etc.) regarding the effect of the proposed subdivision on any irrigation channels or ditches and any piping or other mitigation required.

F. Approval Process. The review and approval process for a two (2)-lot subdivision with an existing home is identified in the appendix of this code, including review by the Reviewing Departments and approval by the Planning Commission. A preliminary plat is not required, and the Chief Building Official is designated as the land use authority, on behalf of the City Council, to approve and sign the final plat.

G. Approvals and Guarantees. A Two Lot Subdivision shall be subject to the other provisions of Final Subdivision Plat approval and subdivision construction as contained in Sections 11-140 through 11-180, including the posting of a bond for the estimated cost, as determined by the Chief Building Official, of all public improvements as required.

Section 11.070. Application Requirements for Preliminary Subdivision Plats *(Amended 5/22/01; 04/27/10; 07/10/12; 02/10/15)*

The following information is required for all preliminary subdivision plats. The applicant may be required to provide other information required by the Reviewing Departments, Commission or City Council necessary to evaluate the merits of the proposed subdivision plat.

A. General Requirements. The preliminary plat shall be prepared by a licensed engineer or land surveyor licensed to practice in the State of Utah. All engineering and/or surveying documents submitted for City review shall be stamped by said engineer or land surveyor in accordance with the procedures of the Utah State Board for Professional Registration. The preliminary plat shall be prepared in pen and the sheets shall be numbered in sequence if more than one (1) sheet is used and shall be of such size as is acceptable for filing in the office of the Utah County Recorder, but shall not be less than thirty-six by twenty-four (36 x 24) inches. The applicant shall submit seven (7) thirty-six by twenty-four (36 x 24) inch copies, three (3) eleven by seventeen (11 x 17) inch reproducible copy, and one electronic copy in PDF format. The City may request additional copies if required.

B. Features to be shown on Preliminary Plat. The preliminary plat shall contain at a minimum the following information:

1. A title block showing:
 - (a) Name of the subdivision.
 - (b) Type of development
 - (c) Name and address of owner of record, developer and designer.
 - (d) Name and address of engineer or land surveyor.
 - (e) Date of preparation.
 - (f) Tabulation of acres, lots, open space and units per acre.
2. Graphic and written scale at no more than one (1) inch equals one hundred (100) feet or as recommended by City Engineer.
3. North arrow.
4. Township and Range, section lines, and other monuments.
5. Vicinity map at a scale of one (1) inch equals one thousand (1,000) feet.
6. Topographic contour intervals of no greater than two (2) feet, unless otherwise stipulated by City Engineer.
7. Surveyed boundary of the development, accurate in scale, dimension and bearing including:
 - (a) All adjoining and contiguous property under the control of the sub divider (even if

- only a portion is be subdivided)
 - (b) Location of and ties to the nearest horizontal control monument and section corner, benchmark (acceptable to Lehi City and tied to USGS benchmarks) or monument,
 - (c) The location of the property with respect to surrounding property and roads.
 - (d) The names of all adjoining property owners of record, or the names of adjoining developments/platted subdivisions.
 - (e) This information shall provide sufficient data, acceptable to the City Engineer, to determine readily the location, bearing, and length of all lines, and to reproduce such lines upon the ground; and the location of all proposed monuments.
8. Location of zoning boundary lines within and adjacent to the proposed subdivision.
9. Location, height and type of existing fence lines within and contiguous to the subdivision.
10. Location and dimensions of all existing buildings within the proposed subdivision.
11. Location of all proposed lots including:
- (a) Lot dimensions.
 - (b) Lot frontage.
 - (c) Lot area (square feet).
 - (d) Building setback lines (building envelopes).
12. Lots consecutively numbered or lettered in alphabetical order.
13. Location of existing features within and contiguous to the proposed subdivision including:
- (a) Existing public utility easements.
 - (b) Irrigation ditches.
 - (c) Drain pipes.
 - (d) Drainage channels.
 - (e) Culverts.
 - (f) Railroads.
 - (g) Bridges.
 - (h) Power lines.
 - (i) Water bodies.
 - (j) Springs or water sources within twenty-five hundred (2,500) feet.
 - (k) Equestrian, pedestrian and bicycle trails.
14. Location and dimensions of any common space or open space areas including property to be set aside for parks, playgrounds, trails, or other public or private uses, with a designation of the purpose of those areas, and conditions, if any, of the dedication or reservation.
15. Location and extent of all cuts and fills exceeding (3) three feet anywhere on the project site and any associated retaining walls.
16. The location and width of all existing and proposed roads, rights-of-way, alleys, and other public ways (all main roads must comply with the Lehi City Master Transportation Plan).
17. Cross-sections of all existing and proposed roads.
18. Proposed names of all new roads.
19. Location of all existing and proposed curb, gutter and sidewalk within the subdivision including:
- (a) An indication of the grades.
 - (b) Flow arrows showing direction of storm water surface flows.
20. Location of any necessary temporary turnaround easements for emergency access on dead end roads.
21. If adjacent to a state road specify UDOT access size and location (UDOT approval will be required at final plat).
22. Location and size of existing and proposed culinary and pressure irrigation water lines (including existing lines adjacent to and/or affected by the proposed subdivision).
23. Location of existing and proposed sewer mains including size, depth, and slope (including existing lines adjacent to and/or affected by the proposed subdivision).
24. Existing and proposed storm drainage improvements including:
- (a) Major drainage facilities, outfalls, and discharge.
 - (b) Drainage pipe locations, sizes and depths.
25. Location of detention/retention basins with an indication that the basin(s) will include the following:
- (a) Minimum 1-foot freeboard.

- (b) 3:1 slopes or flatter.
- (c) Grass covering and underground sprinkler system.
- (d) Designation of the purpose and conditions, if any, of the dedication or reservation.

26. The location, size and grade of any required piping for irrigation ditches as per the irrigation company letter.

27. Identification of natural features or sensitive lands including, but not limited to:

- (a) Wetlands.
- (b) Floodplains, floodways and areas, which would be covered in water in a 100-year storm event.
- (c) Areas where ground water rises periodically to within two (2) feet of the surface of the ground.
- (d) Slopes exceeding thirty (30) percent.
- (e) Vegetation areas (including name and size of all existing trees and shrubs which could be incorporated into the subdivision).
- (f) Threatened or endangered species habitat areas.

28. The proposed treatment of the perimeter of the development, including materials and techniques used (may be required to comply with Chapter 18 - Right to Farm), such as:

- (a) Fences.
- (b) Berms.
- (c) Walls.

29. A note on the preliminary plat which states that the following items will be reviewed at the time of Final Plat review:

- (a) Plan & profiles/construction drawings of public improvements.
- (b) All pipe types, specific locations & details (bends, detector tape etc.).
- (c) Valves.
- (d) Blowoffs including size type & protection.
- (e) Manholes, boxes and related details.
- (f) Water & sewer service details.
- (g) Fire hydrants.
- (h) Lot line utility easements.
- (i) Street lights/street signs/traffic signs.
- (j) Power line extensions & dome/transformer locations.

C. Additional Information Required. In addition to the Preliminary Plat, the applicant shall provide the

following information:

1. A copy of the surveyor's plat showing existing fence lines, existing deed lines, existing road right of ways and ROW widths, and proposed subdivision boundary lines.
2. A development phasing schedule (if applicable) including the sequence for each phase, approximate size in area of each phase, and proposed phasing of construction of public improvements, recreation and common open space areas.
3. An explanation of any proposed restrictive covenants (CC&Rs), reservations, or private easements.
4. If the subdivision is proposed as a PRD or PUD, the applicant must complete an application for PRD or PUD and provide detailed information regarding proposed features including building elevations, materials, and amenities.
5. A Right to Farm Analysis for all subdivisions adjacent to or in close proximity to an existing agricultural area or activity, an agricultural or irrigation right of way or easement, or an agricultural open space or agricultural preservation area in accordance with chapter 18 of the Lehi City Development Code.
6. Drainage system calculations and an explanatory narrative stamped and signed by a licensed engineer (For detention/retention basins, submit calculations to justify sizing based on 100 year design storm).
7. A statement from the appropriate agency accepting responsibility for all surface and subsurface drainage that is directed into channels owned by the agency (such as irrigation companies, private landowners, etc.)
8. A written statement from the appropriate agency (such as irrigation companies, private land owners, etc.) regarding the effect of the proposed subdivision on any irrigation channels or ditches and any piping or other mitigation required.
9. Three (3) copies of the geotechnical report with California Bearing Ratio (C.B.R.) test results.
10. Letter(s) of intent for any necessary offsite

utility easements across privately owned land.

11. A letter from the Army Corp of Engineers regarding any wetland areas within boundaries of the proposed plat.

12. Landscaping plan for all park, open space, and common ownership areas including:

- (a) Location, name and size of all proposed trees, shrubs, and plants.
- (b) Indication of proposed seed mix for grass areas.
- (c) Indication of proposed irrigation facilities.

13. Stamped, addressed envelopes of all owners of real property within 300 feet of the parcel of land proposed for development in accordance with Section 03.100.

Section 11.080. Preliminary Plat Approval Process. *(Amended 05/22/01; 07/10/12)*

The review and approval process for a Preliminary Subdivision Plat is identified in the appendix of this code, including review by the Reviewing Departments, review and recommendation following a public hearing by the Planning Commission and review and approval by the City Council.

Section 11.090. Lack of Preliminary Subdivision Application Information. *(Amended 08/13/02)*

The lack of information under any item specified in Section 11.060, or improper information supplied by the applicant may be cause to find the application incomplete or for disapproval of a preliminary subdivision plat application.

Section 11.100. Effect of Preliminary Subdivision Plat Approval.

A preliminary subdivision plat shall not authorize the development of land. After a preliminary subdivision plat has been approved by the City Council, the applicant may file an application for final subdivision plat approval.

Section 11.110. Effective Period of Preliminary Plat Approval. *(Amended 07/28/09; 07/10/12)*

The approval of a preliminary plat shall be effective for a period of two (2) years from the date the preliminary plat is approved by the City Council, at the end of which time the applicant must have submitted a final subdivision plat for approval for the entire preliminary plat, or portion thereof. If a final subdivision plat is not submitted for approval within the two (2) year pe-

riod, or as extended by the City Council according to the provisions of Section 10.120, the preliminary approval shall be void, and the applicant shall be required to submit a new preliminary plat for review and approval subject to the then existing provisions of this Code and General Plan.

Section 11.120. Application Requirements for Final Subdivision Plat. *(Amended 04/09/02; 05/22/01; 02/10/15)*

The following information is required for all final subdivision plats. The applicant may be required to provide other information required by the Reviewing Departments, Commission or City Council to evaluate the merits of the proposed subdivision.

A. General Requirements. The Final Plat shall be prepared by a land surveyor licensed to practice in the State of Utah and shall be presented in india ink on reproducible mylar. The Final Plat shall comply with the approved Preliminary Plat, including any changes or additions as required by the City Council.

B. Features to be shown on the final plat. The final plat shall contain at a minimum the following information:

1. A title block which contains the following:
 - (a) Name of the subdivision.
 - (b) Type of development.
 - (c) Surveyor's certificate that has been signed and dated, showing the name and registration number of the surveyor responsible for making the survey.
 - (d) A legal description of the subdivision boundaries that includes the quarter-quarter section, section, township, range, principal median and the County of its location.
 - (e) The owner's dedication that includes the dedication of all public ways or spaces. The owners dedication shall be signed by every person having a security interest in the subdivision property, dated, and notarized and should include a reference to any covenants that may be declared and blanks where the County Recorder may enter the book and page number of their recording.
 - (f) Signature blocks prepared for the dated signatures of the Mayor, City Recorder Planning Commission Chair, City Engineer, and Notary Public's acknowledgment.
2. Written and graphic scale, not smaller than 1" to 100' or as recommended by the City Engineer.

3. The basis of bearings used and a north point.
4. A vicinity map locating the subdivision within the section identifying adjoining or nearby plats or certificates of survey and showing prominent landmarks.
5. A notation of any adjoining plats or certificates of survey and titles thereto.
6. The exterior boundaries of the platted area giving lengths and bearings of the boundary lines. If the subdivision is bounded by a water body or watercourse, a closing meander traverse of that boundary shall be made and shown on the plat. Where curving boundaries are used sufficient data to establish the boundary on angle, and arc length. It is necessary that all dimensions and calculations made by the Engineer shall show proper closures in all boundaries of the subdivision, and no final plat will be approved that shows a plus or minus distance for closure. All subdivisions must have proper closure.
7. Location of existing easements or right-of-way, including those contiguous to the platted area, their nature, width, and the book and page number of their recording in the County's records.
8. Location of proposed easements including any required easements for water, sewer, drainage or irrigation, temporary turnaround easements and a ten (10) foot public utility easement shown along front lot lines and any rear lot lines adjacent to a public right of way or as otherwise required by the City in order to accommodate necessary public utilities.
9. All lots, blocks, and rights-of-way (including open space) created by the subdivision with their boundary, bearings, lengths, widths, name, number, or purpose. For curved boundaries the curve radius, central angle, and length of arc shall be given.
10. Indication of lot areas (square feet).
11. Lots consecutively numbered or lettered in alphabetical order.
12. Proposed addresses shown on each lot (corner lots should include two addresses) as obtained from the Lehi City Building Official.
13. All proposed new streets named or numbered in accordance with the street naming and numbering system of the City.
14. Location and names of adjacent properties/property owners and platted subdivisions.
15. Location of zoning boundary lines within and adjacent to the proposed subdivision.
16. Location of all existing homes or buildings within the proposed subdivision that are to remain.
17. All existing monuments found during the course of the survey (including a physical description such as "brass cap").
18. All monuments erected or to be erected including, corners, and other points established in the field. The monuments shall be made of brass and the legend shall indicate the diameter, length, and weight of the monuments All exterior boundary angle points of the subdivision and lot corners shall be marked in accordance with the Lehi City Design Standards and Public Improvements Specifications including brass pins in the BOC for all front property lines.
19. Location, type, and height of any new fencing, berming or other buffering to be installed as part of the development, including any fencing required to comply with Chapter 18 - Right to Farm (indicate new fencing on the Final Plat and new *and* existing fencing on the construction drawings).
20. A notation of the distance from the asphalt centerline of each existing road to the new property line of the subdivision.
21. A detail diagram showing typical setbacks for corner and interior lots.
22. A summary of total project acreage, total acreage in lots, total number of units, total acreage of open space or other dedicated parcels, and total acreage in roads and lane miles of road.
23. A notation of any limited access restrictions on the lots that are affected.
24. If surface drainage is to be directed onto a

privately owned area for detention or retention as part of the storm drainage system, show an easement around the detention/retention area on the final plat with the following note on the easement area:

“Permanent detention/retention (whichever is applicable) facility to be owned and maintained by the owners of this property”.

25. If the proposed subdivision is adjacent to or in close proximity to an existing agricultural area or activity, the following note regarding the Right to Farm must be added to the Final Plat:

“This area is subject to the normal everyday sounds, odors, sights, equipment, facilities, and all other aspects associated with an agricultural lifestyle. Future residents should also recognize the risks inherent with livestock.”

C. **Construction Drawings.** Final construction/plan & profile drawings of all required public improvements consistent with Lehi City Design Standards and Public Improvement Specifications shall be provided with the final plat. Construction drawings must be stamped by an engineer or land surveyor in accordance with the procedures of the Utah State Board for Professional Registration. All revision dates must be shown on the construction drawings. If any revision is included on the Final Plat, which was not present on the Preliminary Plat or a requirement of approval by the City Council, it is the applicant's responsibility to inform the Reviewing Departments, Planning Commission and City Council of the changes. Failure to inform the Reviewing Departments, Planning Commission or City Council of revisions not present on the Preliminary Plan or a requirement of approval may result in revocation of any or all approvals. Construction drawings shall include:

1. An overall public improvement plan or index sheet that includes a summary of all improvement and utility information (this sheet is used by City Staff to prepare the bond for public improvements).
2. Location of water and sewer service laterals for each lot including the location of the laterals in relation to each other (water laterals must be located at the center of the lot and sewer laterals 10 feet downstream from the water laterals).
3. Location, depth, pipe type (pipe type may be noted in a legend), and slope of all drainage, and sewer lines including the location and proper

spacing of all boxes, manholes and other improvements and details of any detention basins and related piping and orifices.

4. If the placement of irrigation system improvements is required, provide a separate sheet within the construction drawings showing the irrigation improvements including all piping, head gates, boxes, grates etc. (in conformance with letter issued by the irrigation company). This sheet must be stamped and signed by the irrigation company.

5. Location, pipe type, and size of existing and proposed culinary and pressurized irrigation lines and associated fire hydrants, valves, and blowoffs (note where bends are required on water lines).

6. Cross sections of all roads including the location of underground utilities, pavement design, base and sub base amounts (indicate the CBR value used to determine the amount of sub base required on the cross section).

7. Location of power line extensions, streetlights, domes and transformers.

8. Landscaping plan for all park, open space, and common ownership areas including:

- (a) Planting areas with a list of the name, number and size of plants designated for each area.
- (b) Location, name and size of all existing and proposed trees and shrubs.
- (c) Location and sizes of proposed irrigation facilities adequate to maintain the planting areas.
- (d) Indication of proposed seed mix for grass areas and rate of application.

9. Street signs and traffic control signs.

10. Two (2) 8 inch Utility casings where required at intersections and/or utility crossings.

11. A note stating that three (3) sets of as built drawings shall be submitted to the City upon completion of the public improvements.

12. All other specifications, details, and references required by the Design Standards and Public Improvements Specifications and Standard Drawings.

D. **Additional Information Required.** In addition to the final plat and construction drawings, the applicant shall provide the following information:

1. Prepared easements for any necessary offsite water, sewer, or drainage easements across privately owned land, or for temporary turnarounds.
2. Any necessary deeds or boundary line agreements necessary for recording of the Final Plat.
3. Any required UDOT approvals for access.
4. An engineer's estimate of costs for construction of all required public improvements.
5. Evidence that all property taxes are current and that roll back taxes have been paid, and that no other debts or obligations are outstanding and no liens or encumbrances are placed on the property.
6. A preliminary title report covering all the property located within the subdivision. The report shall be prepared or updated within thirty (30) days of the date of recording of the Final Plat.
7. A final copy of any restrictive covenants (CC&Rs), reservations, or private easements.
8. Letter from the Utah County Health Department regarding any proposed septic tanks or leach fields.
9. Prior to recording the final plat, the new property line adjacent to existing roads must be staked.

Section 11.130. Revisions.

(Amended 5/22/01; 3/27/07; 04/27/10)

If any revision is included on the Final Plat that was not present on the Preliminary Plan or a requirement of approval by the City Council, it is the applicant's responsibility to inform the Reviewing Departments, Planning Commission and City Council of the changes. Failure to inform the Planning Commission or City Council of revisions not present on the Preliminary Plat or a requirement of approval may result in revocation of any or all approvals.

Revisions to approved construction drawings for subdivisions or site plans shall be coordinated with the Public Works Director. The Public Works Director

may require Reviewing Departments review of the proposed revisions. The applicant shall provide seven (7) thirty-six by twenty-four (36 x 24) inch, seven (7) eleven by seventeen (11 x 17) inch paper copies and one electronic copy in PDF format of the revisions, unless otherwise approved by the Public Works Director. The copies should be made on colored paper where available; otherwise a red revision stamp will be required on the drawings in the right hand margin to distinguish revised pages from the original approved pages, as directed by the Public Works Director. All revisions shall be indicated with clouding and the plans shall include a revision block which is filled out and includes the date of the revisions.

Section 11.140 Final Plat Approval Process.

(Amended 5/22/01; 11/15/11)

The review and approval process for a final subdivision plat is identified in the appendix of this code, including review by the Reviewing Departments, and review and approval by the City Council. In reviewing an application for final subdivision plat approval the Reviewing Departments may, at their discretion, require review of the final plat by the Planning Commission prior to a final decision by the City Council. Following approval by the City Council, the Mayor is authorized to sign the mylar plat on behalf of the City Council.

Section 11.150. Plat Materials; Size and Copies.

(Amended 05/22/01; 04/27/10; 07/10/12)

The Final subdivision plat shall be prepared on linen or on a stable base polyester film (Mylar). The plat shall be of such size as is acceptable for filing in the office of the Utah County Recorder, but shall not be less than twenty-four by thirty-six (24 x 36) inches. The applicant shall provide one (1) Mylar reproducible copy of the final plat as well as seven (7) thirty-six by twenty-four (36 x 24) inch copies, three (3) eleven by seventeen (11 x 17) inch reproducible copy, and one electronic copy in PDF format of the final plat and construction drawings. The City may request additional copies if required. A computer disk copy, in a computer format acceptable to the City Engineer, shall also be provided.

Section 11.160. Multiple Sheets and Plat Accuracy.

Multiple sheet plats may be used. All sheets shall be numbered and referenced to an index map, and all required certificates shall appear on a single sheet (along with the index and vicinity maps). Bearings shall be shown to the nearest second; lengths to the nearest hundredth foot; areas to the nearest hundredth acre.

Section 11.170. Nature and Effect of Final Subdivision Plat.

It is the intent of this Code that approval of a Final Subdivision Plat be a ministerial action by the City assuring compliance with the requirements of Section 11.060 and Section 11.100 of this Code and any conditions imposed by the City Council for preliminary plat approval. After a final subdivision plat has been approved by the City Council and recorded in the Office of the Utah County Recorder, the applicant may apply for building permits consistent with the approved final subdivision plat.

Section 11.180. Effective Period of Final Subdivision Plat Approval.

(Amended 07/28/09; 02/10/15)

The approval of a final subdivision plat shall be effective for a period of two (2) years from the date the final plat is approved and signed by the City Council, at the end of which time such final subdivision plat shall have been recorded in the office of the Utah County Recorder. If the approved final subdivision plat is not recorded within the two (2) year period of date of approval, or as extended according to the provisions of Section 10.120, the final subdivision plat approval shall be void, and the applicant shall be required to submit a new preliminary plat for review and approval subject to the then existing provisions of this Code and General Plan.

Section 11.190. Recording the Approved Final Subdivision Plat.

(Amended 01/08/02; 07/28/09)

One (1) Mylar drawing of the Final Subdivision Plat, following the receipt of all necessary approvals shall be submitted by the City for review, checking and recording in the office of the Utah County Recorder. Any deficiency, gap, or overlap identified during the County and/or City review process must be corrected prior to plat recording. All approvals shall become void unless the plat is offered to the City for recording within one (1) year from the date of approval or as extended according to the provisions of Section 10.120. The filing of any unapproved plat is prohibited and any recording officer who records such a plat is guilty of a misdemeanor. Any sale or contract to sell any land in violation of the legal controls of this Code is voidable at the option of the purchaser.

Section 11.200. Proceeding With Subdivision Construction.

(Amended 02/13/01)

Following the recording of the final subdivision plat in the office of the Utah County Recorder, the developer/landowner may proceed with construction of the

approved subdivision in accordance with the applicable provisions of the Lehi City Design Standards and Public Improvement Specifications.

Section 11.210. As-Built Drawings.

At the completion of subdivision construction (and prior to final escrow release) the developer/owner shall deliver to the Zoning Administrator three (3) sets of "as-built" drawings. These drawings shall show all approved changes made during construction and provide physical ties for all water lines, valves, sewer lines, manholes, etc. All bonds held by the City will not be released until the "as-built" drawings are received by the Zoning Administrator.

Section 11.220. Completion Assurance and Improvement Warranty.

(Amended 02/13/01; 11/18/03; 11/15/05; 05/22/07; 01/08/08; 07/28/09; 04/26/11; 07/08/14)

A. A developer/owner must complete (to the City's satisfaction) all required public and private improvements, as well as any required landscaping (the "Required Improvements"), associated with a particular subdivision before the corresponding subdivision plat can be recorded with the Utah County Recorder and before any development activity that requires a building permit takes place thereon. Prior to commencing work on the Required Improvements, the developer/owner must first demonstrate its practical and financial ability to complete all such Required Improvements, to the City's satisfaction. The developer/owner shall also pay all necessary inspection fees and any up-front supply costs required by the City for power supplies, water system supplies, public signs (stop signs, address signs, etc.) and any other associated costs so that the City can order all necessary supplies for the development. In the event the developer/owner begins the Required Improvements as contemplated by this Section 11.220.A., but is unable to complete the same, any approvals, permits, licenses, and the like which are applicable to the unfinished subdivision and which have been issued by the City, shall be revoked.

B. In the event that a developer/owner desires to record a subdivision plat with the Utah County Recorder before starting the Required Improvements, the developer/owner must first post an improvement completion assurance (the "Assurance") in a manner consistent with applicable City ordinances, which Assurance shall guarantee the proper and timely completion of all such Required Improvements. The developer/owner shall also pay all necessary inspection fees and any up-front supply costs required by the City for power supplies, water system supplies, public signs (stop signs, address

signs, etc.) and any other associated costs so that the City can order all necessary supplies for the development. The Assurance must be posted, and all inspection and supply fees must be paid prior to the developer/owner beginning any work on the Required Improvements, and before the recordation of any corresponding subdivision plat. The Assurance must be posted in the full amount of the City's Estimate. Said Assurance must also be in a form acceptable to the City, approved by the City Attorney, and must be issued by a financial institution insured by the Federal Deposit Insurance Corporation (FDIC) or National Credit Union Association (NCUA).

C. The developer/owner must whether it will follow the process contemplated by Section 11.220.A or whether it will follow the process contemplated by Section 11.220.B. The developer/owner may not begin work on Required Improvements pursuant to Section 11.220.A, then subsequently attempt to obtain Assurance pursuant to Section 11.220.B for the remainder of any unfinished improvements.

D. Based on a cost estimate submitted by the developer/owner's engineer, the City Engineer or Building Official shall prepare an improvement completion Assurance estimate (the "City's Estimate"), revising the costs in order to match the then-prevailing and reasonably anticipated conditions for the completion of all Required Improvements, whether or not said Required Improvements have already been completed.

E. Whether the developer/owner completes all of the Required Improvements prior to plat recordation as contemplated by Section 11.220.A., or posts an Assurance as contemplated by Section 11.220.B., the developer/owner must post an improvement warranty security evidencing the developer/owner's unconditional warranty that the corresponding Required Improvements comply with the City's written standards for design, materials, and workmanship, and that said Required Improvements will not fail in any material respect within the improvement warranty period, as a result of poor workmanship or materials. The improvement warranty security must be in an amount equal to ten percent (10%) of the lesser of: (i) the City's Estimate; or (ii) the developer/owner's reasonable proven completion costs for all Required Improvements. The improvement warranty security must be posted prior to beginning work on the Required Improvements contemplated by Section 11.220.A., or simultaneously with the developer/owner's Assurance. The form of the improvement warranty security must be acceptable to the City, approved by the City Attor-

ney, and must be issued by a financial institution insured by the FDIC or NCUA. The improvement warranty period shall commence upon the City's acceptance of all Required Improvements, and shall expire one (1) year from the date of said acceptance, unless a longer improvement warranty period is allowed by Title 10 of the Utah State Code. For the purposes of this Section 11.220., the City's written approval of all Required Improvements, in addition to the release of the entire Assurance (if applicable), shall constitute acceptance of all Required Improvements.

F. The City shall be entitled to payment of all amounts remaining in any Assurance posted by the developer/owner in the event the developer/owner is unable to complete the Required Improvements pursuant to a corresponding written agreement with the City. The individual line-item amounts set forth in the City's Estimate, which shall serve as a basis for and correspond with the developer/owner's Assurance, shall be considered separate with respect to releases by the City, but each amount shall be applicable and available to every other line item in the event of the developer/owner's failure to perform one or more of the Required Improvements to the City's satisfaction. Notwithstanding the itemization of type and cost of any improvement or landscaping, any sum available pursuant to the Assurance may be used by the City, and not released to the developer/owner, for any other improvement or landscaping covered by the Assurance, in addition to the specified improvement or landscaping. The defaults and corresponding remedies contemplated by this Section 11.220.E. shall be made by certification from the City Engineer evidencing any such default. Moreover, the remedies contemplated herein are not exhaustive, and the City may pursue any other remedies available in law or in equity.

G. The City Engineer, or designee, shall have authority to release to the developer/owner any portion of the Assurance. However, the City Engineer shall not release, prior to final acceptance, any amount(s) of an Assurance for each specified improvement in excess of eighty percent (80%) thereof. Through the City's established inspection process, the City Engineer may authorize two (2) base releases per each line item in the Assurance. One (1) final release shall be authorized on each line item when the corresponding improvement or landscaping is completed by the developer/owner, and subsequently approved by the City. For Assurances in excess of one million dollars, an additional release per line item may be authorized for each additional million dollars contemplated by said Assurance (e.g., three releases per line item between

one million and two million; four releases per line item between two million and three million, etc.).

H. In the event of an emergency requiring a more expeditious completion of the Required Improvements, the City may, after providing the developer/owner with a thirty (30) day notice period, complete the Required Improvements, and be compensated for its expenses incurred thereby, from any remaining amounts in a corresponding Assurance or improvement warranty security, plus fifteen (15%) to recover overhead and other costs incurred by the City.

I. Assurances and improvement warranty securities contemplated by this Section 11.220. are for the sole benefit of the City, and are not for the individual benefit of any other entity, citizen, or identifiable class of citizens, including the owners or purchasers of lots or units within a subdivision. The Assurances and improvement warranty securities are not for the purpose of ensuring payment of contractors, subcontractors or suppliers of labor or materials, and no contractors, subcontractors or suppliers of labor or materials shall have a cause of action against the City or the Assurance or improvement warranty security for providing labor or materials.

Section 11.230. Site Plan Approval Required.

A. The following applications shall be required to obtain site plan approval:

1. Development requests to allow multi-family residential, mixed use, and nonresidential uses.
2. Requests for conditional use approval.

B. The following applications may be required to obtain site plan approval:

1. Requests for permitted use approval.

Section 11.240. Application Requirements for Site Plans. *(Amended 5/22/01; 08/13/02; 04/27/10; 07/10/12)*

The following information is required for all Site Plans. The applicant may be required to provide other information required by the Reviewing Departments, Commission or City Council to evaluate the merits of the proposed site plan.

A. General Requirements. The Site Plan shall be prepared in pen and the sheets shall be numbered in sequence if more than one (1) sheet is used and shall not be less than thirty-six by twenty-four (36 x 24)

inches. All engineering and/or surveying documents submitted for City review shall be stamped by said engineer or land surveyor in accordance with the procedures of the Utah State Board for Professional Registration. The applicant shall submit seven (7) thirty-six by twenty-four (36 x 24) inch copies, three (3) eleven by seventeen (11 x 17) inch reproducible copy, and one electronic copy in PDF format. The City may request additional copies if required.

B. Features to be shown on Site Plan. The Site Plan shall show the following:

1. Name of development.
2. Surveyed boundary of the Site Plan accurate in scale, dimension and bearing including all adjacent and contiguous property under the control of the owner (even if only a portion is to be developed) giving the location and ties to the nearest horizontal control monument and section corner, benchmark, or monument (if survey is required).
3. Graphic and written scale at no more than one (1) inch equals one hundred (100) feet or as recommended by City Engineer.
4. North arrow.
5. Topographic contour intervals of no greater than two (2) feet, unless otherwise stipulated by City Engineer.
6. Location and names of adjacent properties/property owners and platted subdivisions.
7. Location of zoning boundary lines within and adjacent to the proposed Site Plan.
8. Location of existing easements or right-of-way, including those contiguous to the platted area, their nature, width, and the book and page number of their recording in the County's records.
9. Location of proposed easements including any required easements for water, sewer, drainage or irrigation, temporary turnaround easements and a ten (10) foot public utility easement along front lot lines and any rear lot lines adjacent to a public right of way or as otherwise required by the City in order to accommodate necessary public utilities.
10. Location, height and type of existing fence

lines within and contiguous to the Site Plan.

11. Location, type, and height of any new fencing, berming or other buffering to be installed as part of the development including any fencing required to comply with Section 12.080 – Project Buffering and Screening Requirements or Section 18.010 - Right to Farm.

12. Location and dimensions of all existing buildings within the proposed Site Plan with an indication of whether the buildings are to remain or be removed.

13. Location, dimensions and square footage of all proposed buildings as part of the site plan.

14. Building setback lines (building envelopes).

15. Location and extent of all cuts and fills exceeding (3) three feet anywhere on the project site and any associated retaining walls.

16. Location of existing features within and contiguous to the proposed Site Plan including:

- (a) Existing public utility easements.
- (b) Irrigation ditches.
- (c) Drain pipes
- (d) Drainage channels
- (e) Culverts
- (f) Railroads
- (g) Bridges
- (h) Power lines
- (i) Water bodies
- (j) Springs or water sources within twenty-five hundred (2,500) feet
- (k) Equestrian, pedestrian and bicycle trails

17. The location of existing and proposed roads including their names, dimensions, and cross sections.

18. The location and width of all existing and proposed entrances onto adjacent roads.

19. The location, dimensions and surface type of all parking facilities including handicapped stalls and loading areas, and the location and dimension of backup isles.

20. Location of all existing and proposed curb, gutter and sidewalk within the Site Plan including:

- (a) An indication of the grades
- (b) Flow arrows showing direction of storm

water surface flows

21. Location of any necessary temporary turn-around easements for emergency access on dead end roads.

22. If adjacent to a state road specify UDOT access size and location (UDOT approval will be required)

23. Location and size of existing and proposed culinary and pressure irrigation water lines (including existing lines adjacent to and/or affected by the proposed Site Plan).

24. Location of existing and proposed sewer mains including size, depth, and slope (including existing lines adjacent to and/or affected by the proposed Site Plan).

25. Existing and proposed storm drainage improvements including:

- (a) Major drainage facilities, outfalls, and discharge
- (b) Drainage pipe locations, sizes and depths

26. Location of detention/retention basins with an indication that the basin(s) will include the following:

- (a) minimum 1 foot freeboard
- (b) 3:1 slopes or flatter
- (c) Grass covering and underground sprinkler system
- (d) Designation of the purpose and conditions, if any, of the dedication or reservation

27. The location, size and grade of any required piping for irrigation ditches.

28. Location of solid waste container(s).

29. The location, dimensions, materials, and colors of signs, including the type and height of those signs.

30. Location, type, and height of any new fencing, berming or other buffering to be installed as part of the development, including any fencing required to comply with Section 12.080 – Project Buffering and Screening Requirements or Section 18.010 - Right to Farm.

31. Identification of natural features or sensitive lands including, but not limited to:

- (a) Wetlands.
 - (b) Floodplains, floodways and areas, which would be covered in water in a 100-year storm event.
 - (c) Areas where ground water rises periodically to within two (2) feet of the surface of the ground.
 - (d) Slopes exceeding thirty (30) percent.
 - (e) Vegetation areas (including name and size of all existing trees and shrubs which could be incorporated into the Site Plan).
 - (f) Threatened or endangered species habitat areas.
32. Landscaping Plan for all landscaped areas which includes:
- (a) Planting areas with a list of the name, number and size of plants designated for each area.
 - (b) Location, name and size of all existing trees and shrubs to be incorporated as part of the landscape plan.
 - (c) Location and sizes of any proposed irrigation facilities adequate to maintain the planting areas.
33. The location of all existing and proposed outdoor lighting fixtures and the manufacturers specifications of the area to be lighted with such fixtures including:
- (a) Exterior lighting
 - (b) Parking lot lighting
 - (c) Transformer
34. Location of solid waste container(s) including design provisions for screening.
35. If roadway dedication is required, a notation of the distance from the asphalt centerline of each existing road to the new property line of the Site Plan.
36. Calculation of Site Plan areas including:
- (a) Total acreage.
 - (b) Amount landscaping (shown in square feet as well as a percent of the total acreage).
 - (c) Square footage of all impervious surfaces, including the roof top area of all buildings, roads and parking facilities, curb and gutters, walks, loading areas, and asphalt or concrete aprons for solid waste containers, or outdoor mechanical equipment.
37. Construction/plan & profile drawings of all required public improvements consistent with Lehi City Design Standards and Public Improvement Specifications. Construction drawings shall include:
- (a) A utility index or cover sheet at the same scale as the Preliminary Plan which includes all of the information from the approved Preliminary Plan, including any changes or modifications required for preliminary approval and all public utility information.
 - (b) Location, depth, *pipe type*, and slope of all drainage, sewer and irrigation (in conformance with letter issued by the irrigation company) lines including the location and proper spacing of all boxes, manholes and other improvements and details of any detention basins and related piping and orifices.
 - (c) Location, pipe type, and size of existing and proposed culinary and pressurized irrigation lines and associated fire hydrants, valves, and blowoffs (note where bends are required on water lines).
 - (d) Cross sections of all roads including pavement design, base and sub base amounts (indicate the CBR value used to determine the amount of sub base required on the cross section).
 - (e) Location of power line extensions, streetlights, domes and transformers.
 - (f) Street signs and traffic control signs.
 - (g) Two (2) 8 inch Utility casings where required at intersections and/or utility crossings.
 - (h) A note stating that three (3) sets of as built drawings shall be submitted to the City upon completion of the public improvements.
 - (i) All other specifications, details, and references required by the Design Standards and Public Improvements Specifications and Standard Drawings.
- C. Additional Information Required. In addition to the Site Plan, the applicant shall provide the following information:
- 1. Proposed building elevations including the height, colors, and proposed building materials.
 - 2. A development phasing schedule (if applicable) including the sequence for each phase; approximate size in area of each phase; and, proposed phasing of construction of public improvements, recreation and common open space areas.

3. Drainage system calculations and an explanatory narrative stamped and signed by a licensed engineer (For detention/retention basins, submit calculations to justify sizing based on 100 year design storm).
4. A statement from the appropriate agency accepting responsibility for all surface and subsurface drainage that is directed into channels owned by the agency (such as irrigation companies, private landowners, etc.)
5. A written statement from the appropriate agency (such as irrigation companies, private land owners, etc.) regarding the effect of the proposed subdivision on any irrigation channels or ditches and any piping or other mitigation required.
6. A letter from the Army Corp of Engineers regarding any wetland areas within boundaries of the proposed plat.
7. If the Site Plan is proposed as a PUD, the applicant must complete an application for PUD and provide detailed information regarding proposed features including building elevations, materials, and amenities.
8. Where required, three (3) copies of the California Bearing Ratio (C.B.R.) test results.
9. Prepared easements for any necessary offsite water, sewer, or drainage easements across privately owned land, or for temporary turnarounds.
10. Any necessary deeds or boundary line agreements necessary for approval of the Site Plan.
11. Any required UDOT approvals for access etc.
12. An engineer's estimate of costs for construction of all required public improvements.
13. A preliminary title report covering all the property located within the Site Plan. The report shall be prepared or updated within thirty (30) days of the date of the Site Plan approval.
14. A final copy of any restrictive covenants (CC&Rs), reservations, or private easements.
15. Letter from the Utah County Health Department regarding any proposed septic tanks or leach fields.

10. Prior to issuance of a building permit, the new property line adjacent to existing roads must be staked.

In addition to the requirements of this Section the applicant may be required to provide other information required by the Reviewing Departments, Commission or City Council necessary to evaluate the merits of the proposed Site Plan.

Section 11.250. Site Plan Approval Process.

(Amended 5/22/01; 08/13/02; 11/09/04)

The review and approval process for a Site Plan shall be as follows:

A. Permitted Uses.

1. Site Plans associated with a permitted use and with a total valuation, including building and all associated site improvements, less than \$500,000 dollars shall require review and approval by the Zoning Administrator and Public Works Director. The Zoning Administrator or the Public Works Director may request that the approval of a Site Plan be forwarded to the Planning Commission, following a Reviewing Departments review, if they determine a project is likely to have a significant impact on traffic, environmental quality, lighting, compatibility of uses, or the health, safety, or general welfare of the surrounding properties, property values, or residents.

2. Site Plans associated with a permitted use and with a total valuation, including building and all associated improvements, greater than \$500,000 dollars shall require approval by the Planning Commission, following a review by the Reviewing Departments. The Planning Commission may require that the approval of a Site Plan be forwarded to the City Council if they determine a project is likely to have a significant impact on traffic, environmental quality, lighting, compatibility of uses, or the health, safety, or general welfare of the surrounding properties, property values, or residents. The Planning Commission and or City Council may hold a public hearing on any project likely to have a significant impact on the surrounding property, values or residents.

- ##### **B. Conditional Uses.**
- The approval process for Site Plans associated with a Conditional Use shall be the same as that required for the issuance of a Conditional Use Permit as outlined in Section 09.030 including review by the Reviewing Departments and approv-

al by the Planning Commission following a public hearing.

Section 11.260. Lack of Site Plan Information.

(Amended 08/13/02)

The lack of information under any item specified in Section 11.210, or improper information supplied by the applicant, may be cause to find the application incomplete or for disapproval of a Site Plan application.

Section 11.270. Multiple Sheets and Plan Accuracy.

Multiple sheet site plans may be used. All sheets shall be numbered and referenced to an index map, and all required certificates shall appear on a single sheet (along with the index and vicinity maps). Bearings shall be shown to the nearest second; lengths to the nearest hundredth foot; areas to the nearest hundredth acre.

Section 11.280. Nature and Effect of Site Plan Approval. (Amended 08/13/02)

It is the intent of this Code that approval of a Site Plan be a ministerial action by the City assuring compliance with the requirements of Section 11.210 and Section 11.250 of this Code and any conditions imposed by the Reviewing Departments, Planning Commission or City Council for site plan approval. After a Site Plan has been approved by the Reviewing Departments, Planning Commission or City Council and no subdivision plat is required, the applicant may apply for building permits consistent with the approved Site Plan. No building permit application may be approved by the Chief Building Official unless the approved building permit conforms to the approved Site Plan.

Section 11.290. Effective Period of Site Plan Approval. (Amended 08/13/02; 07/28/09)

The approval of a Site Plan shall be effective for a period of one (1) year from the date that the Site Plan is approved by the City at the end of which time construction shall have commenced or a building permit application has been submitted and is being reviewed by the City. If site improvements have not commenced within the one (1) year period or as extended according to the provisions of Section 10.120, or a building permit application has not been submitted and building permit issued the Site Plan approval shall be void, and the applicant shall be required to submit a new Site Plan for review and approval subject to the then existing provisions of this Code and General Plan.

Section 11.300. Proceeding With Construction.

(Amended 2/13/01; 08/13/02)

Following the approval of Site Plan with the City the developer/owner may proceed with construction in accordance with the applicable provisions of the Lehi City Design Standards and the Public Improvement Specifications.

Section 11.310. As-Built Drawings.

(Amended 02/13/01)

At the completion of construction of any public or private improvements (and prior to final escrow release) the developer/owner shall deliver to the city three (3) sets of "as-built" drawings. These drawings shall show all approved changes made during construction and provide physical ties for all water lines, valves, sewer lines, manholes, etc. All bonds held by the City will not be released until the "as-built" drawings are received by the Zoning Administrator.

Section 11.320. Guarantees and Bonds.

(Amended 02/13/01; 3/11/03; 11/18/03; 11/15/05; 05/22/07; 01/08/08; 07/28/09; 04/26/11)

A. Based on a cost estimate submitted by the developer/owner's engineer, the City Engineer or Building Official shall prepare the bond estimate, revising the costs as required to match prevailing conditions for the construction and installation of all required public improvements as well as all private improvements required pursuant to the site plan approval process, and including a twenty percent (20%) contingency fee. A performance bond shall be posted by the developer/owner guaranteeing the construction of all required public and private improvements. Said bond (the "bond") shall be in the form of a Cash Escrow Bond or Irrevocable Letter of Credit. The form must be approved by the City Attorney and must be issued by a financial institution having an operating branch in the State of Utah and insured by the FDIC (Federal Deposit Insurance Corporation or NCUA (National Credit Union Association)). The form shall be acceptable to the City, unless otherwise approved by the City Council due to extraordinary circumstances. The properly issued and executed bond, together with all required inspection fees shall be submitted to Lehi City before any building permits will be issued. The bond shall be held for a two-year construction period, unless extended in writing by Lehi City.

B. The amounts stated in the bond estimate shall be considered separate with respect to releases by Lehi City, but each amount shall be applicable to every other part in the event of the developer/owner's failure to perform one or more of the improvements to the satisfaction of the City. Notwithstanding the itemization of type and cost of improvements, any sum available pur-

suant to the bond may be used by the City, and not released to the developer for any other improvement covered by the bond as well as the specified improvement.

C. The City Engineer, or designee, shall have authority to release to the developer/owner any funds held by the City. The City Engineer shall not release, prior to final acceptance, any amount(s) for each specified improvement in excess of eighty percent (80%) thereof. The City Engineer shall authorize through the normal inspection process two (2) base releases per each line item in the bond. One (1) additional release shall be authorized on each line item. For bonds over one million dollars an additional release per line item shall be authorized for each additional million dollars in the bond (i.e. three draws per line item between one million and two million; four draws per line item between two million and three million, etc)

D. After final acceptance, ten percent (10%) of the amount pertaining to all specified improvements shall be held for a period of one (1) year from the date of final acceptance, notwithstanding the provisions referring to the two (2) year obligation. The said ten percent (10%) may be released any time after six (6) months have passed at the discretion of the City Engineer, the purpose being to guarantee the materials and workmanship of the completed improvements.

E. The City shall have the power to require payment to the City of all amounts remaining in the bond upon certification by the City Engineer that the developer/owner has failed to comply with an obligation to install public and/or private improvements in a manner satisfactory to the City Engineer, or that the developer/owner is in default, whether the two (2) year period has elapsed or not. Any such funds shall be segregated by the City Treasurer in a special account and expended for the purposes set forth in the public and private improvements contract entered into by the developer/owner. Should an emergency arise the City may, after providing the developer/owner with a thirty (30) day notice period, complete the required improvement(s), and be compensated from all bond amounts plus fifteen (15%) to recover overhead and other costs incurred by the City to complete the required improvements.

F. Bonds required by this Section are for the sole benefit of the City. The bonds are not for the individual benefit of any citizen or identifiable class of citizens, including the owners or purchasers of lots or units within a PUD. The bonds are not for the purpose of

ensuring payment of contractors, subcontractors or suppliers of labor or materials, and no contractors, subcontractors or suppliers of labor or materials shall have a cause of action against the City or the bond for providing labor or materials.

Section 11.330. Condominium Plats.

(Amended 07/10/12)

Reference is made to Section 57-8 Utah Code for definition, and specific requirements.

A. Building permits for condominium units can be issued following approval of the final plat by the City Council as provided by this Code. The building permit will be issued based upon a certified architectural plan of the building elevation and floor plans as approved by the Chief Building Official.

B. All condominium plats shall be filed in the office of the Utah County Recorder following completion of construction and before acceptance of improvements.

Section 11.340. Vacating, Altering, or Amending a Recorded Subdivision Plat.

(Amended 07/10/12)

The City Council may consider, after Reviewing Departments review, any proposed vacation, alteration, or amendment of a subdivision plat, any portion of a subdivision plat, or any road or lot, contained in a subdivision plat.

A. A fee owner of land, as shown on the last county assessment roll, in a subdivision that has been laid out and platted as provided in this part may file an application to have some or all of the plat vacated or amended.

B. The City Council shall hold a public hearing within forty-five (45) days after the day on which the application is filed if:

1. Any owner within the plat notifies the City of the owner's objection in writing within ten (10) days of mailed notification; or
2. A public hearing is required because all of the owners in the subdivision have not signed the revised plat.

C. The public hearing requirement of Subsection B does not apply and the City Council may consider at a public meeting an owner's request to vacate or amend a subdivision plat if the application seeks to:

1. Join two or more of the applicant fee owner's contiguous lots;
2. Subdivide one or more of the applying fee owner's lots, if the subdivision will not result in a violation of a land use ordinance or a development condition;
3. Adjust the lot lines of adjoining lots or parcels if the fee owners of each of the adjoining lots or parcels join in the application, regardless of whether the lots or parcels are located in the same subdivision;
4. On a lot owned by the applying fee owner, adjust an internal lot restriction imposed by the City; or
5. Alter the plat in a manner that does not change existing boundaries or other attributes of lots within the subdivision that are not:
 - i) owned by the applicant; or
 - ii) designated as a common area

D. Each request to vacate or amend a plat that contains a request to vacate or amend a public street, right-of-way, or easement is also subject to the State Code requirements for vacation of a public right-of-way.

E. Each request to vacate or amend an entire plat or a portion of a plat shall include:

1. The name and address of each owner of record of the land contained in the entire plat or on that portion of the plat described in the application; and
2. The signature of each owner described in Subsection (E)(1) who consents to the application.

Section 11.350. Plat Amendment Approval Process and Recordation. *(Amended 07/10/12)*

A. Following a review by the Reviewing Departments, the City Council may approve the vacation or amendment of a plat by signing an amended plat showing the vacation or amendment if the Council finds that:

1. There is good cause for the vacation or amendment; and
2. No public street, right-of-way, or easement has been vacated or amended.

B. The City Council shall ensure that the amended plat showing the vacation or amendment is recorded in the office of the County Recorder.

C. An amended plat may not be submitted to the County Recorder for recording unless it is signed, acknowledged, and dedicated by each owner of record of the portion of the plat that is amended.

Section 11.360. Lot Line Adjustments.

(Amended 11/09/04; 07/10/12)

A. The owners of record of adjacent parcels that are described by either a metes and bounds description or a recorded plat may exchange title to portions of those parcels and/or make lot line adjustments if the exchange of title or adjustment is approved by the Zoning Administrator in accordance with Subsection (B). The Zoning Administrator may require the approval of a lot line adjustment be forwarded to the Reviewing Departments and/or Planning Commission if the Zoning Administrator determines the adjustment may have an impact on the health, safety, or general welfare of the surrounding properties, property values, or residents.

B. All applications for lot line adjustments shall include the following:

1. A scaled drawing showing the proposed lot line adjustment. The drawing shall include the location of adjacent streets, the location of each lot affected by the adjustment, lot dimensions and lot sizes of the subject properties before and after the proposed lot line adjustment, and any other information deemed necessary by the Zoning Administrator to determine whether the proposed adjustment will result in a violation of applicable zoning requirements.

2. A legal description of the proposed lot line adjustment prepared by a licensed surveyor.

3. If the lot line adjustment affects any public utility easements, the applicant shall provide a Disclaimer of Easement Verification Form (provided by the City) signed by each of the affected public utilities necessary to vacate the public utility easement.

C. The Zoning Administrator shall approve an exchange of title under Subsection(A) if:

1. No new dwelling lot or housing unit will result from the exchange of title; and

2. The exchange of title will not result in a violation of applicable zoning requirements.

3. Any affected public utility easements have been vacated or modified as necessary.

D. If an exchange of title is approved under Subsection (B), a notice of approval shall be recorded by the Zoning Administrator or authorized designee, in the office of the county recorder which:

1. Is executed by each owner included in the exchange and by the Zoning Administrator, or Planning Commission Chair, whichever is applicable;
2. Contains an acknowledgment for each party executing the notice in accordance with the provisions of Title 57, Chapter 2a, Recognition of Acknowledgments Act; and
3. Recites the descriptions of both the original parcels and the parcels created by the exchange of title.

E. A notice of approval recorded under this Subsection does not act as a conveyance of title to real property and is not required for the recording of a document purporting to convey title to real property.

F. Following approval of the lot line adjustment, the applicant is responsible to file the necessary title conveyance documents with the Utah County Recorders' Office.

Section 11.370 Vacation of a Public Street

(New 07/10/12)

All petitions to vacate a public right-of-way shall follow the approval procedures outlined in the Utah State Code, and shall require review by the Reviewing Departments, recommendation by the Planning Commission following a public hearing, and approval by the City Council. Each request to vacate a public right-of-way shall include the following information:

A. A written narrative describing the reason(s) for the proposed public street vacation.

B. An exhibit showing the portion of public street to be vacated including:

1. North arrow.
2. Surrounding streets and buildings.

3. The acreage of the vacated street area.

4. Surveyed boundary of the vacated street area.

5. The location of all adjacent properties and the ownership identified.

C. A petition to vacate some or all of a public street, right-of-way, or easement shall include:

1. The name and address of each owner of record of land that is:
 - a. adjacent to the public street, right-of-way, or easement; or
 - b. accessed exclusively by or within 300 feet of the public street, right-of-way, or easement; and
2. The signature of each owner under Subsection (C)(1) who consents to the vacation.
3. Mailed notification to surrounding owners as required by State Code and/or the Lehi City Development Code.